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423C Great Rd  
Acton MA 01720  
978-263-5510

March 14, 2012

Town of Acton, Board of Selectman  
472 Main Street  
Acton, MA 01720

Dear Board of Selectman,

On behalf of the Acton 5K Road Race, I am requesting the fees for the use of Nara Park be waived. The event is scheduled to be held on Sunday May 24<sup>th</sup> is completely self-funded with some sponsorship donations and proceeds benefiting local youth running programs.

The event is intended to be a family event and will include a 5K Road Race, a youth division Mile race and kids tot trot. The event is being managed by Marx Running & Fitness and supported by Acton Family Network. We estimate that we will attract over 200 participants to this family event.

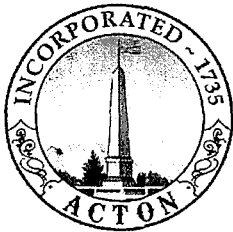
We have discussed the safety requirements with the Acton Recreation Department as well as the police Department and will be hiring two detail officers for four hours for traffic and event control. The town finance director has been consulted regarding insurance requirements and the event will carry insurance binders through USA Track & Field naming the Town of Acton, Marx Running and its organizers as insured parties.

Any consideration to waive the park user fees for this community event would be greatly appreciated.

Sincerely,

Mark Coddair  
Race Director  
Acton 5K

[glrrmc@aol.com](mailto:glrrmc@aol.com)  
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**Town of Acton Recreation Department**

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Cathy Fochtman, Recreation Director

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To: Steve Ledoux, Town Manager

From: Cathy Fochtman, Recreation Director

Re: Acton 5K Road Race at NARA Permit, April 22, 2012

Date: 3/15/2012

Mr. Mark Coddair is again coordinating the annual Acton 5K Road Race at NARA Park. The Acton 5K is a certified Road Race that originates at Ledge Rock Way, outside the entrance to the lower parking lot at NARA, circles the NARA walking loop, exits NARA's upper parking lot to the Town Forest trail, and turns around on Nagog Park Drive, returning back to NARA's upper parking lot, with the finish line at the picnic area. Mr. Coddair respectfully requests that permit fees for use of NARA be waived for this event. I support his request.

He has an extraordinary resume in organized running and most importantly, he is an Acton businessman involved in the support of local youth running groups in the Acton community. Mr. Coddair is a respected colleague of the Acton-Boxborough Regional High School Track and Cross Country Coaching staff.

The safety aspects of this race have been addressed as stated in Mr. Coddair's letter via the hiring of a police detail. As recommended by the Town Finance Director and MIIA, Marx Running has obtained a Certificate of Liability Insurance with limits of \$1,000,000 Occurrence and \$3,000,000 General Aggregate, with Town of Acton, Marx Running and its organizers named as insured parties.

The Acton Family Network (AFN), a vibrant community group that offers activities for young families, is supporting this event. The inclusion of a Youth Division Mile Race and a Kid's Tot Trot demonstrates the appeal this event will have for an adult runner with young family members.

I look forward to a successful race on Sunday, April 22 and our ongoing partnership with Marx Running and the local running community through this race.